

Minutes

North Summit Fire Service District
Administrative Control Board
Regular Meeting
Executive Conference Room
60 N Main St
Coalville, UT 84017
July 14, 2022

1 Vice Chair Rees called the meeting to order at 6:00PM

2 **Board Members Present**

3 Chair Roger Armstrong *joined at 6:10PM*

4 Vice Chair Jim Rees

5 Treasurer Michael Novak

6 Melanie Bosworth

7 Louise Willoughby

8 Michelle Andersen

9 Chris Robinson

10 Ari Ioannides

11 Don Donaldson

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14 **Item 2 Roll Call**

15 A quorum was present.

16 **Item 3 Pledge of Allegiance**

17 Chair Armstrong lead the board and public in the Pledge of Allegiance.

18 **Item 4 Closed session in compliance with Utah Code §52-4-205(1) as**
19 **needed, to discuss:**

20

21 a. Purchase, exchange, or lease of real property

22 b. Pending or reasonably imminent litigation

23 c. Personnel – to discuss the character, competence, or physical or mental
24 health of an individual

25 No items to discuss.

26 **Item 4 Reconvene in Open Meeting**

27

28 **Item 5 Work Session**

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30 a. **Finance Committee Report.**

31

32 i. **Chief's vision. Report of the fire chief's vision of the**
33 **structure and operation of North Summit Fire**

34 **Department in the immediate, near, and longer terms.**

35 **(Ben Nielson)**

Staff Present

Ben Nielson, Fire Chief

Tyler Rowser, District Clerk

Ryan Stack. Deputy County Attorney

Public Present Electronic

Tom Fisher

Donna Leighton

Nolan

Public Present

Megan Franz

Matt Leavitt

36 Chief presented this vision of the district going forward, and
37 some of his cost projections.

38 **ii. Financials current and vision. Finance Committee's**
39 **report concerning current financial status of North**
40 **Summit Fire and forecast of financial needs that**
41 **correlate with Chief Nielson's vision for the District.**
42 **(Mike Novak)**

43 Treasurer Novak presented the current financial status of the
44 district, and what the financial needs will be going forward, to
45 meet the chief's vision for the district.

46 **iii. Truth in taxation discussion. Review of a brief history of**
47 **the past and current tax rates and revenues of the**
48 **District and discussion of tax revenues necessary to**
49 **support the fire chief's vision of the current, near, and**
50 **long term future needs of NSFD. (Matt Leavitt)**

51 Matt Leavitt, presented the tax data base information of the
52 district, and how the district will need to increase taxes to meet
53 the financial needs of the district. Matt also presented an
54 overview of the truth in taxation process.

55 **b. Personnel Policies Committee Report. (Louise Willoughby)**

56 Reviewed the firefighter code of etches, personal use policy, and the
57 first 4 sections of the personal policy manual. David Warnock, County
58 HR Direcotre is going to be working with us going forward as well.

59 **c. Capital Committee Report. Update the status of the work of the**
60 **Capital Committee. (Ari Ieoniddes)**

61 Board Member Ioannides stated that currently haven't had any
62 meeting yet, we have scheduled one and will be working on data for
63 calls and other information going forward.

64 **d. Chief's Report. Discussion of current operational status. (Ben**
65 **Nielson)**

66 We've had 1 firefighter quit and 3 firefighters are going to paramedic
67 school. We are still not meeting the OSHA standards of 2 in 2 out. We
68 will need to still work towards that goal.

69 **e. Treasurer's Report. Discussion concerning audit finding of**
70 **unused capital allocation. (Mike Novak)**

71

72 **Item 6 Consideration of Approval**

73

74 **a. Truth in Taxation (TNT). Consideration and possible approval**
75 **of Truth In Taxation report out to the Summit County Council**
76 **and scheduling presentations to North Summit County**
77 **residents.**

78 Item tabled.

79 **f. Discussion and approval of surplus property.**

APPROVED 09.08.22

80 Item Tabled

81 **g. Review and possible approval of Accounts Payable.**

82 Item Tabled

83 **Item 7 Approval of Minutes.**

84

85 **a. February 4, 2022, March 23, 2022, April 6, 2022, and June 2, 2022**

86 Items Tabled

87 **Item 8 Board Comments.**

88 Louise would like to thank the chief for all his hard work. Megan came to

89 learn what is going on and so I can go back and keep my neighbors informed.

90 **Item 9 Adjourn.**

91 Board Member Willoughby motioned to adjourn, Board Member Andersen

92 seconded the motion, a vote was called, all ayes, adjourned at 8:05PM